

**Town of Webster  
Office of Select Board  
945 Battle Street  
Webster, NH 03303  
Final Minutes – July 6, 2015  
Approved July 20, 2015**

Present: Bruce Johnson, Roger Becker, Michael Borek, Wendy Pinkham, Bob Dupuis, Rob Wolinski, Mary Smith, Tom Mullins, Barbara Maki, Jaye Bowe, Jere Buckley and Leslie Palmer

Chairman Johnson opened the meeting at 4:30 PM.

The Board signed the following for Administrative Assistant Leslie Palmer:

- Selectman Becker moved to accept the 6/22/2015 Select Board minutes as written. Chairman Johnson seconded the motion. All in favor, the motion was approved.
- The Board approved a payment to Mainstay Technologies for the balance due on the Server Replacement Project. Chairman Johnson moved to request that the trustees of the Trust Funds issue a check in the amount of \$3,312.50 to Mainstay Technologies to pay the balance due on the Server Replacement Project from the Office Equipment Capital Reserve Fund, Account #491501-628. Selectman Becker seconded the motion. All in favor, the motion was approved.
- The board approved the purchase of forestry hose from Jordan Lumber at a discounted rate. Chairman Johnson moved to request that the Trustees of Trust Funds issue a check in the amount of \$1,090.00 to Jordan Lumber to pay for forestry hose from the Forest Fire Expendable Trust Fund, Account #780187878. Selectman Becker seconded the motion. All in favor, the motion was approved. Chairman Johnson moved to request that the Trustees of Trust Funds issue a check in the amount of \$1,090.00 to Jordan Lumber to pay for safety hose from the Fire Equipment Expendable Trust Fund, Account #780193389. Selectman Becker seconded the motion. All in favor, the motion was approved.

Financial Administrator Wendy Pinkham presented the following to the Board:

- The Select Board signed the payroll and accounts payable manifests, MS-5 and draft audit.
- Administrator Pinkham reported that the meeting with Primex this week went well.
- Selectman Becker noted that the unassigned fund balance as presented in the draft audit does not match the Town's reporting; Administrator Pinkham will look into the discrepancy and report back.

Police Chief Bob Dupuis presented or advised the Board of the following:

- 60 calls to service in the last two weeks.
- Vacation time request for Michele Derby; the Board approved.
- Chief Dupuis reported that the new police cruiser will be on the road next week.
- Chief Dupuis has been asked for an opinion on increasing the visibility of the Deer Meadow and Corn Hill Rd street signs which are currently difficult to read. He suggested turning them slightly to make them more visible. Fire Chief Rob Wolinski asked if the street signs could be mounted about the yield sign at the intersection. Chief Dupuis is fairly certain that is illegal but will check with NH DOT for confirmation.

Fire Chief Rob Wolinski presented or advised the Board of the following:

- 2 calls for service; 1 EMS call for an overdose and 1 fire alarm activation.
- 150 tickets were sold for the June 20<sup>th</sup> Chicken BBQ and \$700 was earned from the event. A donation to the Food Pantry has been made.
- The Fire Department is participating in a Read with a Firefighter event at the Webster Public Library tonight, July 6<sup>th</sup> at 6:30 PM.
- The fire department roster is currently being updated.

- A cap was replaced on a dry hydrant near Lake Winnepocket. Chief Wolinski will be checking for a break in the pipe for a dry hydrant on Rt. 127. It may need maintenance as well.

#### Old Business:

- Chairman Johnson provided an update on the Safety Building. Following a discussion on the rotted wood found under the sally port roof it was decided that the Select Board should meet again with the architect and contractor to discuss potential options for repair prior to approval of the final contractor payment. Chairman Johnson will coordinate a meeting with interested parties for later this week.
- Following a review of the draft Returned Check Policy, Selectman Borek requested that both the Town Clerk and Tax collector attend the next Select board meeting to give their input.
- The Select Board signed a reminder letter to a resident who has not yet met with the Zoning Board regarding an accessory dwelling unit violation.
- Chairman Johnson will contact the painter as to start date for painting the Town Hall building. He can start the project as early as this Wednesday or he can start next Wednesday.
- Chairman Johnson reported that the Town Hall Vinyl Siding Project has been advertised and sent out to several contractors who may be interested in bidding. There will be a mandatory pre-bid meeting on July 29<sup>th</sup> with bids due by August 7<sup>th</sup>.

#### New Business:

- Administrative Assistant Palmer reported that the office has received a call from a resident interested in purchasing one of the Pillsbury Lake Town owned properties and she asked if the annual letters that go out to qualified abutters should be sent. Also, earlier in the year, Road Agent Emmett Bean expressed interest in gravel on two of the lots. The Select Board requested that Administrative Assistant Palmer contact Road Agent Bean and ask if he is still interested in the lots and will approve letters to be sent at the next Select board meeting.

Tom Mullins met with the Select Board to discuss Class VI roads in light of the recent request by Tim Riel to do repair work on Pond Hill Rd. Following a discussion of Class VI roads in Town, the maintenance of the roads by homeowners, and liability issues related to the Town and homeowners, he recommended discontinuing Pond Hill Rd with a vote at Town Meeting as a strategy for dealing with maintenance issues. Barbara Maki wondered what would happen to other property owners who no longer have road frontage if that were to happen. Jere Buckley noted that discontinuing Pond Hill Rd has come before Town meeting in the past and was defeated; he is against the recommendation. He also remarked that the State would not be in favor of discontinuance and referred to NHMA's publication "A Hard Road to Travel" as a source for the State's position. Selectman Becker has drafted a document which has been reviewed by Town Counsel to Mr. Riel which outlines the Town's terms in granting permission for Mr. Riel to maintain Pond Hill Rd. The Board agreed to send the letter to Mr. Riel and move forward with another plan if he does not agree with the terms.

#### Public Comment:

- Jaye Bowe asked about the painting of the Town Hall and the vinyl siding of the Town Hall. Chairman Johnson clarified that three sides of the Town Hall Building are to be painted and the back side only will be vinyl sided.

6:21 PM, Selectman Borek made a motion to adjourn; seconded by Selectman Becker and approved.

*Respectfully Submitted, Leslie M. Palmer*

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**Bruce G. Johnson**

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**Michael P. Borek**

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**Roger A. Becker**